

Contracts and Purchasing Board Meeting
County Administration Building, 1219 Ontario Street 4th Floor
September 30, 2013 11:30 A.M.

I. Call to Order

Melinda Burt called the meeting to order at 11:30 a.m.

Attending:

Chief of Staff Matt Carroll

Councilman Dale Miller

Interim Fiscal Officer Mark Parks

Public Works Director Bonnie Teeuwen

Senior Purchasing Administrator Richard Opre

II. Review Minutes

The minutes of the 9/23/13 Contracts and Purchasing Board meeting were unanimously approved, as written.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

CPB2013-706 Department of Health and Human Services/ Cuyahoga Job and Family Services recommending an award on RQ27721 and enter into a contract with Institute of Technology Consulting, Inc. in the amount not-to-exceed \$18,900.00 for call center efficiency review services for the period 10/1/2013 - 3/31/2014. Funding Source: 92% by Federal Financial Participation (FFP), State Child Support Allocation, Federal Incentives, and Program Income from fees collected, and 8% by Levy funds.

Item CPB2013-706 was unanimously approved.

CPB2013-710 Department of Health and Human Services/ Division of Children and Family Services submitting an RFP exemption on RQ28618, which will result in an award recommendation to Lexis Nexis Risk Solutions FL, Inc. in the amount of \$109,728.00 for Accurant Government locate services for the period 10/1/2013-9/30/2016. Funding Source: 33% Title IVE federal funding, and 67% Health and Human Services Levy.

Item CPB2013-710 was held at the request of the Department.

B. Scheduled Items

CPB2013-719 Department of Public Works submitting a revised mitigation agreement with North Coast Regional Council of Park Districts for purchase of 2.7 acres wetland mitigation credits for restoration and/or enhancement of wetlands in the North Coast Regional Mitigation Bank in connection with the construction of the grade separation of Stearns Road over the Norfolk Southern Railroad in the

City of Olmsted Township in accordance with Sections 401 and 404 of the Clean Water Act and Chapter 6111 of the Ohio Revised Code, to add 2.7 acres of non-forested wetland mitigation at the Wellington Reservoir site for additional funds in the amount of \$21,600.00. Funding Source: Road and Bridge Fund.

Item CPB2013-719 was unanimously approved.

CPB2013-720 Department of Development requesting approval of an agreement with the County Planning Commission with an anticipated cost of \$45,000.00 for planning and technical assistance. The anticipated start and completion dates are 10/1/2013 - 9/30/2014. Funding Source: 100% federal funds from the U.S. Department of Housing and Urban Development

Item CPB2031-720 was unanimously approved.

CPB2013-721 Department of Information Technology recommending an award on RQ28282 and enter into a contract with CDW Government, LLC in the amount not-to-exceed \$17,850.00 for maintenance on CA eTrust/Pest and Total Defense software for the period 8/26/2013 - 8/25/2014. Funding Source: 100% General Fund.

Item CPB2013-721 was unanimously approved.

CPB2013-722 Office of Procurement & Diversity, recommending an award on behalf of the Fiscal Office a) on RQ27634 to Newspaper and Printing Consultants, LLC (8-2) in the amount not-to-exceed \$92,594.50 for delinquent land and delinquent manufactured home tax notice. Funding Source: 92% by the Assessment Fund and 8% by the General Fund

Item CPB2013-722 was unanimously approved.

CPB2013-723 County Sheriff recommending an award on RQ28044 and enter into a contract with Tenable Protective Services, Inc. in the amount not-to-exceed \$11,700.00 for Ohio Peace Officer Training Commission Private Security Academy training services for the period 9/23/2013 - 12/31/2014. Funding Source: 100% General Fund

Item CPB2013-723 was unanimously approved.

CPB2013-724 Common Pleas Court Recommending an award on RQ28694 and enter into an agreement with Cleveland Municipal Court in the amount not-to-exceed \$25,000.00 for monitoring and fiscal agent services for integration of the Automated Telephone Reporting System for the period 8/1/2013 - 12/31/2013. Funding Source: 100% by the Ohio Department of Rehabilitation and Corrections FY2012 Community Correction Act Probation Improvement grant funding.

Item CPB2013-724 was unanimously approved.

CPB2013-725 Common Pleas Court recommending an award on RQ28558 and enter into a contract with Sadler-Necamp Financial Services, Inc., dba PROWARE in the amount not-to-exceed \$37,400.00 for interface design, development and implementation of the CCJIS case management system and OffenderLink System for the period 7/1/2013 - 12/31/2013. Funding Source: 100% by the Ohio Department of Rehabilitation and Correction Probation Improvement Technology & Training Grant funds.

Item CPB2013-725 was unanimously approved.

CPB2013-726 Juvenile Court submitting an amendment to Agreement No. AG1300035-01 with City of East Cleveland for the Community Diversion Program for the period 1/1/2013 - 12/31/2013 for additional funds in the amount not-to-exceed \$2,272.72. Funding Source: 100% by Specialized Funds given to the Juvenile Court by County Council

Item CPB2013-726 was unanimously approved.

CPB2013-727 Juvenile Court Recommending an award on RQ27233 and enter into a contract with LeShueone M. Gilchrist in the amount not-to-exceed \$26,000.00 for barber services for youth at the Juvenile Detention Center for the period 10/1/2013 - 9/30/2015. (Deputy Chief Approval No. DC2013-106 - authority to seek qualifications). Funding Source: 100% General Fund.

Item CPB2013-727 was unanimously approved.

CPB2013-728 Department of Public Safety and Justice Services/ Public Safety Grants recommending an award on RQ27043 and enter into a contract with Elsag North America, LLC in the amount not-to-exceed \$30,400.21 for maintenance on Region 2 ALPR system license plate readers for the period 7/1/2013 - 12/31/2013. Funding Source: FY 2011 Urban Area Security Initiative Grant Funds.

Matt Carroll asked for information on the jurisdictions located in Region 2 that are using the plate readers.

Item CPB2013-728 was unanimously approved.

CPB2013-729 Office of Procurement & Diversity recommending an award: Department of Public Safety and Justice Services on RQ28314 to AT&T Corp. in the amount of \$60,012.00 for relocation of CAMA Trunk Lines for Connectivity for the Next Generation 9-1-1 project. Funding Source: 9-1-1 Wireless Assistance Fund

Item CPB2013-729 was unanimously approved.

CPB2013-730 Department of Health and Human Services/ Cuyahoga Job and Family Services Recommending an award on RQ27266 and enter into a contract with LexisNexis Risk Solutions FL Inc. in the amount not-to-exceed \$96,000.00 for Accurint for Government Plus on-line locate services for the period 10/1/2013 - 9/30/2017. Funding Source: 92% by Federal Financial Participation (FFP), State Child Support Allocation, Federal Incentives, and Program Income from fees collected, and 8% by Levy funds

Item CPB2013-730 was held at the request of the Department.

CPB2013-731 Department of Health and Human Services/ Division of Senior and Adult Services Submitting a revenue generating agreement among Buckeye Community Health Plan and the Ohio Department of Job and Family Services for Home and Community Based services for the period 9/1/2013 - 8/31/2014. Funding Source: n/a

Item CPB2013-731 was unanimously approved.

CPB2013-732 Department of Health and Human Services/ Division of Senior and Adult Services Submitting an amendment to Contract No. CE1200262-01, 02 with ABC International Services, Inc. for chore and grab bar services for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2012 - 6/30/2014 for additional funds in the amount of \$2,100.00. Funding Source: Health & Human Services levy with a smaller portion of the program revenues coming from client fees

Item CPB2013-732 was unanimously approved.

C. Exemption Requests

CPB2013-733 Department of Public Works Submitting a RFP exemption, which will result in an amendment to Contract No. CE1300036 with ABC Fire, Inc. for maintenance of fire suppression systems and fire extinguishers for various County buildings for the period 1/1/2013 - 12/31/2013 to extend the time period to 12/31/2014 and for additional funds in the amount of \$25,000.00. Funding Source: 100% General Fund.

Item CPB2013-733 was unanimously approved.

CPB2013-734 Fiscal Office submitting an RFP exemption on RQ28617, which will result in a Government Cooperative purchase to R.R. Donnelley & Sons Company in the amount of \$53,865.00 for printing and mailing of 2014 Homestead Exemption Form. Funding Source: 100% Assessment Fund.

Item CPB2013-734 was unanimously approved.

CPB2013-735 County Sheriff submitting an RFP exemption on RQ28600, which will result in a Government Cooperative Purchase to BI Incorporated in the amount not-to-exceed \$18,750.00 for 5-Transdermal Alcohol Detector Units. Funding Source: Special Revenue Account - Home Detention Fees.

Item CPB2013-735 was unanimously approved.

CPB2013-736 Common Pleas Court submitting a sole source exemption on RQ28569 with Sadler-NeCamp dba PROWARE in the amount not-to-exceed \$416,000.00 for implementation, licensing and maintenance on electronic court case management software in connection with the Continuity of Operations Plan disaster recovery project for the period 1/1/2014 - 12/31/2016. Funding Source: 100% funded by Court and Clerk computerization monies.

Item CPB2013-736 was unanimously approved.

CPB2013-737 Department of Health and Human Services/ Cuyahoga Job and Family Services submitting an RFP exemption, which will result in an amendment to Contract No. CE1000704-01 with US Together, Inc. for language interpreter and translation services for various County departments for the period 9/1/2010 - 8/31/2013 for additional funds in the amount of \$5,117.95. Funding Source: 100% Public Assistance Fund.

Item CPB2013-737 was unanimously approved.

CPB2013-738 Department of Health and Human Services/ Cuyahoga Job and Family Services Submitting a sole source exemption on RQ28616, which will result in an award recommendation to The Rushmore Group, LLC in the amount of \$13,500.00 for maintenance and support on the Case Review System for the period 8/8/2013-8/7/2014. Funding Source: 100% Public Assistance Funds.

Item CPB2013-738 was unanimously approved.

CPB2013-739 Department of Health and Human Services/ Cuyahoga Job and Family Services submitting an RFP Exemption on RQ28614, which will result in an award recommendation to HMB, Inc. in the amount not to exceed \$2,601.22 for maintenance and support on Rightfax software for the period 9/1/2013 – 8/31/2014. Funding Source: Federal Public Assistance.

Item CPB2013-739 was unanimously approved.

D. Consent Agenda

CPB2013-740 Department of Public Works 1) Submitting an agreement of cooperation with City of Cleveland Heights for resurfacing of Mayfield Road from the Cleveland Heights west corporation line to the east corporation line. Funding Source: Federal - \$2,167,500.00; Cleveland Heights - \$860,362.00; County Road and Bridge - \$860,362.00.

2) Submitting an agreement of cooperation in the City of Cleveland Heights for the resurfacing of Monticello Boulevard from Belvoir Road to Noble Road. Funding Source: Issue 1 - 50%; Cleveland Heights - 25%; County Road and Bridge - 25%.

Item CPB2013-740 was unanimously approved.

CPB2013-741 Department of Public Works recommending to amend Contracts and Purchasing Board Approval No. CPB2013-636 dated 8/19/2013, which authorized a payment to Ohio Wheeling and Lake Erie Railway Company for flagging services in connection with the replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow, by changing the amount from \$50,000.00 to \$60,000.00. 100% County using funds from the \$5.00 Vehicle License Tax Fund

Item CPB2013-741 was unanimously approved.

CPB2013-742 Department of Information Technology Recommending to declare various computer equipment utilized by Domestic Relations Court as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00.

Item CPB2013-742 was unanimously approved.

CPB2013-743 Department of Information Technology Recommending to declare various computer equipment utilized by Clerk of Courts as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00.

Item CPB2013-743 was unanimously approved.

CPB2013-744 Office of Procurement & Diversity recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12 (E). Funding Source: n/a.

Item CPB2013-744 was unanimously approved.

CPB2013-745 Department of Public Safety & Justice Services Submitting an amendment to Contract No. CE1100326-01 with West Publishing Corporation, dba WEST A Thomson Reuters business for electronic legal research services for the period 7/15/2011 - 7/31/2013 to extend the time period to 10/31/2013; no additional funds required. Funding Source: n/a.

Item CPB2013-745 was unanimously approved.

CPB2013-746 Department of Public Safety & Justice Services/ Regional Enterprise Data Sharing System Submitting a Terminal/Direct User agreement with City of Shaker Heights dba the Ohio High Intensity Drug Trafficking Area for use of the Regional Enterprise Data Sharing System for the period 1/1/2013 - 12/31/2013. Funding source: n/a.

Item CPB2013-746 was unanimously approved.

CPB2013-747 Department of Public Safety and Justice Services/ Witness/ Victim submitting amendments to contracts with various providers for Defending Childhood Treatment services; no additional funds required:

- 1) Contract No. CE1200482-01 with The Cleveland Christian Home, Incorporated for the period 7/18/2012 - 9/30/2013, to extend the time period to 6/30/2014.
- 2) Contract No. CE1200478-01 with Applewood Centers, Inc. for Defending Childhood Treatment services for the period 7/18/2012 - 9/30/2013, to extend the time period to 6/30/2014.
- 3) Contract No. CE1200481-01 with Catholic Charities Services Corporation services for the period 7/18/2012 - 9/30/2013, to extend the time period to 6/30/2014.
- 4) Contract No. CE1200479-01 with Beech Brook for the period 7/18/2012 - 9/30/2013, to extend the time period to 1/31/2014.
- 5) Contract No. CE1200483-01 with Mental Health Services for Homeless Persons, Inc. for the period 7/18/2012 - 9/30/2013, to extend the time period to 6/30/2014.
- 6) Contract No. CE1200698-01 with West Side Community House for the period 12/15/2012 - 9/30/2013 to extend the time period to 6/30/2014.
- 7) Contract No. CE1300064-01 with Recess Creative, LLC in the amount of \$175,000.00 for the period 1/1/2013 - 9/30/2013, to extend the time period to 6/30/2014.

Funding Source: 100% U.S. Department of Justice FY 2011 Defending Childhood Funds

Item CPB2013-747 was unanimously approved.

CPB2013-748 Department of Public Safety and Justice Services/ Witness/ Victim submitting an amendment to Contract No. CE1200620-01 with Domestic Violence & Child Advocacy for the Safe Havens Project for the period 10/1/2012 - 9/30/2013 to extend the time period to 12/31/2013; no additional funds required.

Item CPB2013-748 was unanimously approved.

CPB2013-749 Department of Health and Human Services/ Community Initiatives Division/ Office of Homeless Services submitting various grant agreements with the U.S. Department of Housing and Urban Development in connection with the FY2012 Continuum of Care Homeless Assistance Grant Program in connection with the McKinney-Vento Homeless Assistance Act:

- a) in the amount of \$270,705.00 for the PASS Supportive Services Housing Program for the period 8/1/2013 - 7/31/2014.
- b) in the amount of \$77,167.00 for the Domestic Violence Center Expanded Project for the period 9/1/2013 - 8/31/2014.
- c) in the amount of \$371,928.00 for Shelter Plus Care Sponsor Based Rental Assistance Program for the period 9/1/2013 - 8/31/2014.
- d) in the amount of \$1,383,696.00 for Shelter Plus Care Rent Subsidy Program for the period 8/1/2013 - 7/31/2014.

Funding source: U.S. Department of Housing and Urban Development

Item CPB2013-749 was unanimously approved.

CPB2013-750 Department of Health and Human Services/ Division of Senior and Adult Services Submitting an amendment to Contract No. CE1200278-01 with Senior Outreach Services for Home Delivered Meals and Homemaker Services for the Community Social Services Program for the period 7/1/2012 - 6/30/2014 for a decrease in the amount of (\$65,248.50). Funding Source: County Health & Human Services levy with a small portion of the program revenues coming from client fees.

Item CPB2013-750 was unanimously approved.

CPB2013-751 Office of Procurement & Diversity presenting voucher payments for the week of September 30, 2013.

Item CPB2013-751 was unanimously approved.

CPB2013-752 Department of Development presenting voucher payments and housing rehab loans between 09/18/2013 - 09/25/2013.

Item CPB2013-752 was unanimously approved.

V. Other Business

The Board unanimously approved amending the meeting Calendar to add the following items, as time-sensitive, mission critical items.

CPB2013-753 Recommending a payment on RQ28859 to SEI (Service Express Inc.) in the amount of \$15,808 for the purchase of a Storage Server to support Tax system, Human Resources, GIS, and BRASS programs. Mission Critical due to Replacement server related to the power outage. Mission critical, as the server supports Tax system, Human Resources, GIS, and BRASS.

Item CPB2013-753 was unanimously approved.

CPB2013-754 Recommending a payment on RQ28871 to Insight Public Sector in the amount of 7,143.05 for remote access training and Dell SonicWall Jump Start Services for the Fusion Center VPN Connection This provides law enforcement access to the Fusion Center. Mission critical due to expiring grant money in Justice Services.

Item CPB2013-754 was unanimously approved.

CPB2013-755 Recommending a payment on RQ28725 to American Association of State Highway and Transportation Office in the amount of \$2,700.00 for the purchase of BridgeWare Vistis Opis Software.

Item CPB2013-755 was unanimously approved.

CPB2013-756 Recommending a payment on RQ28822 to A&G Office Furniture in the amount of \$4,186.00 for the rental of 14 unit desks for the intermediate move to Reserve Square.

Item CPB2013-756 was unanimously approved.

The Contracts and Purchasing Board also unanimously approved a motion to restore the Departments' respective budgets to the original \$25,000 limit for unforeseen time-sensitive, mission critical purchases.

VI. Public Comment

There was no additional public comment.

VII. Adjournment

The Contracts and Purchasing Board unanimously approved a motion to adjourn at 12:05 PM.